

HEALTH BENEFITS E-NEWS

*Department of Human Resource Management
Office of Health Benefits*

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Monthly Enrollment Report Now Includes Addresses and Telephone Numbers

Creating mailing labels to distribute health benefits materials just got a bit easier. Beginning this month, the Monthly Enrollment Report for agencies will contain home addresses and telephone numbers in addition to employee names and plan enrollment. By downloading this information, you can create mailing labels if desired for distribution of plan materials such as member handbooks and the Spotlight newsletter.